

**BOXTED PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL**  
**HELD ON 13 MARCH 2019 AT THE VILLAGE HALL AT 7.30PM**

**PRESENT:** Cllr's Damen (Chair), Banwell, Chapman (also Colchester Borough Council (CBC) Councillor), Collitt, McLauchlan and Pugh.  
Clerk - Karen Thompson

**ALSO IN ATTENDANCE:** Four members of the public.

**19/038 Chairman's Welcome**  
The chair welcomed everyone.

**19/039 Apologies for absence**  
Cllr's Oxford and Parratt had sent their apologies and the Council resolved to accept them.

**19/040 Declaration of Members Interests - to receive any pecuniary or non-pecuniary interests relating to items on the agenda.**  
Cllr Chapman confirmed that he would abstain on planning matters as he may have a conflict of interest as a CBC councillor.

**19/041 Public participation session**  
A member of the public spoke about the Colchester Athletics Club running event to take place that also takes in part of Boxted and to leave contact details for any questions or issues that might come up.  
  
Two members of the public asked about any known plans for the CBC owned car park and allotments as surveyors had been seen taking measurements. Cllr Chapman was able to advise the CBC are taking stock of all land owned by them which will include looking for future development sites. The Parish Council resolved to write to Cllr Borne (CBC Housing Portfolio Member) to raise concerns and invite to a meeting.

The poor state of the pavement at Cross Cottages was also raised and the council resolved to raise with Essex County Council (ECC) Highways department.

**19/042 Minutes of the last meetings of the Council held on 13<sup>th</sup> February 2019**  
The minutes were agreed as a true account of the meeting and signed by the chair.

**Item taken out of order** **Item 47** was taken next.

**19/47.1 To receive the play area and equipment report and decide any work or expenditure.**  
There was no damage reported.

**19/47.2 To consider the revised potential location for a permanent double lane cricket net.**  
The new site for a double lane cricket net was confirmed as between the play area and fence which will require the grass cycle track to be moved to behind the play area.  
Fields in Trust have confirmed that they are content for the cricket nets to be sited in a place that does not detract from the main recreational use of the playing field. The next stage of the project will be to obtain planning consent from CBC so that applications for funding can then be made. The council resolved to work jointly with the cricket club to submit a planning application.

**19/47.3 To note that a contract for grass cutting has been awarded to VERTAS starting 1<sup>st</sup> April 2019 after confirmation that they provide satisfactory grass cutting services to Boxford.**

This was noted and Mr Hamblin agreed that he would provide a list of matches to the clerk so that grass cutting could be arranged.

**19/043 Clerk's Report**

**19/43.1 To receive the report of resolutions agreed at Parish Council Meetings and Progress to date.**

The action tracker report was received.

The clerk also advised that CBC streetnaming had approached the council to ask for two new road names suggestions for the roads at the Hill Farm development. The council suggested Hill Farm Close and Pippin Drive as these referenced the history of the site as a apple growing fruit farm.

Cllr Collitt said that the public paths that form part of the Boxted 10k will be cut back but Hundred Lane is not on the route. It was suggested we involve ECC PROW (Public Rights of Way) officer Jason Bothelo.

Cllr Collitt also asked how we create legitimate parking for cars along the Dedham Rd and it was resolved to submit a Local Highways Panel (LHP) request.

Cllr Collitt also raised the state of white fingerpost signs in the village and all councillors were asked to photograph the posts and she would report them to ECC via their report it tool.

Cllr McLauchlan advised that the Hill Farm development builders might be able to supply some type 1 stones to help protect the gate area on the field from further damage and she also reported that she had been able to get hold of a barrier that opens and closes in a forward/backward motion that would be safer than the current up and down barrier. She agreed to get quotes for painting and installation for the next meeting.

**19/43.2 To note the planned sale of the Methodist church and hall and consider any implications for the village.**

It was confirmed that there are plans to sell the Boxted Methodist Church. The parish council confirmed a desire to support the groups that currently use the Methodist Church but felt there was no action to be taken at this point.

**19/044 Borough and County Councillors**

**19/25.1 To receive the reports of the District Councillor and the County Councillor.**

There was nothing to report.

**19/44.2 To consider Local Services Fund Pre-Application Checklist for a Boxted handyman contract.**

The clerk confirmed that the Local Services Fund is currently suspended, and new terms of reference will be issued soon.

**19/045 Planning**

**To decide any comments on the following applications:**

14 Feb 2019	<a href="#">190429</a>	West View, 61 Straight Road, Boxted Colchester CO4 5QY	Current
21 Feb 2019	<a href="#">190505</a>	38 Straight Road, Boxted CO4 5HN	
11 Nov 2018	<a href="#">182788</a>	Noakes Farm, Straight Road, Boxted Colchester CO4 5RA	Current

The council had no comment to make on any of the applications above.

The council noted the planning decision and appeal decisions made recently.

**Appeals** A new Planning appeal has been Lodged.  
**Proposal:** Conversion of barn to residential (C3)  
**Application No:** 181229  
**DTLR Appeal Ref:**  
**Appeal Start Date:** 14 Feb 2019  
**Location:** Orchard Farm, Walnut Barn, Wet Lane, Boxted, CO4 5TN  
**Appeal Against:**

The council wished for the original comments made to go forward to the appeal consideration.

- 19/046 S106 Monies**  
**To note the advice from Cllr Chapman and consider establishing a S106 project.**  
The council noted the advice of from Cllr Chapman and resolved that a working group be established with a combination of councillors and village representatives to consider the use of S106 monies and to involve CBC, especially with consultation.
- 19/047 King George Field – This item was taken earlier (see after Item 42)**
- 19/048 Community Hub and Sports Facilities**  
**19/48.1 To note the callout of Elsey plumbers to investigate the low water temperature.**  
This was noted.
- 19/48.2 To note call out of Mr Scammell to repair a leak between the toilet and kitchen.**  
This was noted.
- 19/48.3 To consider the cost of Broadband Wifi for the Community Hub (see attachment).**  
It was resolved to fund the installation of wifi in the Community Hub but make clear the running costs will fall to the Hub leases.
- 19/049 Village Hall Lease**  
**19/49.1 To receive an update on the Village Hall lease.**  
Cllr Damen confirmed that the lease development sits with the PCC as the Village Hall charity could not accept a restriction of only letting to people that do not live in Boxted, occasionally.
- 19/050 Environment**  
**19/50.1 To note that the British Legion project may submit a Local Services Fund application for funding.**  
This was noted and the council were also aware that the Local Services Fund is currently suspended pending further instructions.
- 19/50.2 To note that the donated defibrillator has been received from the Community First Responders. The British Legion are arranging installation and the electrician costs will be invoiced to the Parish Council as previously agreed.**  
This was noted and the council agreed to fund installation costs.  
Cllr Chapman advised that after the installation of a defibrillator at the British Legion might require annual maintenance and advised that it should be included in a maintenance plan.

It was noted that this did not affect Boxted.

**19/051 Parish Council Finance**

**19/51.1 To receive report on Parish Council financial statement as at the 28 February 2019.**

The council noted that financial position showing a forecast end of year position of income at £84,765 and spend of £72,974 which will allow £10,000 to be held as reserves. The current bank holdings were reported at £11,804.

**19/51.2 To approve the bills for payment for Parish Council, Sports and Social Club and Village Hall – Cheques/Bacs payments.**

The following were approved for payment.

Clerk Gross is 648.60 Net =	£	490.53
HMRC PAYE + NI	£	122.40
Pension fund payment	£	160.20
Village Hall room hire	£	28.00
Marvans	£	541.20
Village Hall room hire - War memorial project	£	21.00
CHIP quarterly invoice	£	500.00
RCCE training event		£70.00
Insurance premium addition		£149.40
Cleaning PAY	£	232.66
EON for Hub	£	234.90
Elsy plumber - heating system set	£	60.00

**19/052 Items for the next meeting agenda**

**To consider items for the next agenda.**

- Hiring agreement review. The council resolved to notify Playing field and Sports Club hirers of the intended review of hiring agreements and ask for their comments.

**19/053 Meeting Closure & Date of Next Meeting**

The next meeting is confirmed as Wednesday 10<sup>th</sup> April 2019.

**Signed by Meeting Chair ..... on .....**